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Approved For Release 2000/05/08 : CIA-RDP78-03578A000200030028-8

OFFICE OR STAFF: Rotation Loan Slots | OFFICE CODE | REQUEST DATE | PERSONNEL DATE | CONTROL NO. 140 | Page 1 of 2 Pages

DELETIONS

ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.
25X1A		

Note: These positions may be utilized only for rotation loan purposes as prescribed in [redacted] (Tab F, and Schedule B) dated 19 June 1952. The positions are "open" with respect to title and grade.

ADDITIONS

ORGANIZATION AND POSITION TITLE	SERIES & GRADE	Number of POSITIONS NO.
Office of the DCI		1
Office of Training		1
Office of the DD/P		1
OSO (Now FI or Staff A)		5
OPC (Now [redacted] or Staff B)		5
Office of Communications		3
TSS		1
Office of the DD/I		1
ONE		3
OSI		3
ORR		4
OCI		3
OCD		2
OO		2
Office of the DD/A		1
Personnel Office		1
General Services		1
Finance Office		1
I & SO		1
		40

NET CHANGE NEW BR. & DIV. TOTALS | ORGANIZATION CODE (Machine Records)

NEW OFFICE TOTALS

APPROVAL

The T/O changes listed above are hereby approved. Please make changes on office records as necessary. Retain this authority until new machine printed T/O page(s) is received.

[redacted]

TITLE SEP 4 1952

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FORM NO. MAY 1952 30-25

T/O CHANGE AUTHORIZATION SEP 03

25X1A

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4 August 1952

MEMORANDUM FOR: Chief, Personnel Division (Overt)
Chief, Personnel Division (Covert)

FROM : Executive Secretary, CIA Career Service Board

SUBJECT : Rotation Loan Slots

REFERENCE : [redacted] 25X1A
Career Service Program, Schedule B

1. In order to implement Schedule B of the above reference, it is requested that there be set up in the respective Position Inventories, slots, together with position numbers, as follows:

	Office of the DCI	1
	Office of Training	1
	Office of the DD/P	1
	OSO (Now FI or Staff A)	5
25X1A	OPC (Now [redacted] or Staff B)	5
	Office of Communications	3
	TSS	1
	Office of the DD/I	1
	ONE	3
	ORI	3
	ORR	4
	OCI	3
	OCD	2
	OO	2
	Office of the DD/A	1
	Personnel Office	1
	General Services	1
	Comptroller's Office	1
	IASO	1
	Total	40

These slots have been approved by the DCI in connection with the CIA Career Service Program. An additional 10 slots approved by the DCI will not be used at the present time but will be allotted by the CIA Career Service Board as the need becomes apparent.

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2. Rotation loan slots may only be used for persons according to the criteria established in Tab F of the above reference. For example,

a. Persons may not be recruited against these slots.

b. The slots may not be used for "holding" operations.

c. They are "open" with respect to grade over and above the normal T/O of the office concerned.

d. They are primarily designed for extension training assignments, such as National War College, Industrial College of the Armed Forces, etc.

e. They may be used for internal CIA rotation assignments where exchange rotation (see Tab F of reference) cannot be affected.

3. There are a number of external training assignments in effect at present and the offices are desirous of making use of the rotation loan slot procedure. It will therefore be appreciated if the offices concerned could be notified when these slots are available, with copies to the Executive Secretary, CIA Career Service Board.

4. It will also be appreciated if the Executive Secretary, CIA Career Service Board could be informed as of the end of each month of the names of the persons who occupy rotation loan slots. This is in order that report may be made to the CIA Career Service Board at its monthly meetings.

25X1A

[redacted]

Executive Secretary, CIA Career Service Board

DRS/MB:lo (4 August 1952)

Distribution: Addressees
Personnel Director
Director of Training
Chief, Research & Planning Staff
Signer (5)

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